

**AMERICAN ACADEMY OF PRIVATE PRACTICE IN
SPEECH PATHOLOGY AND AUDIOLOGY
Fall Board Meeting- ASHA Convention
Friday, November 17, 2006**

Call to Order: The meeting was called to order at 8:37 pm by president Janet Krebs.

Present:

- Board Members: Lori Botstein, Mindy Newhouse, Denise Dougherty, Rebecca Laskin, Janet Krebs, Pat Gill, and Charlene Westman
- Past Presidents: Barbara Samuels, Mindy Newhouse
- Members: Doris Morgenstern
- Guests: Paul Morgenstern

Review of Proxies: Anita Werner by Proxy (Mindy Newhouse)

Review of Minutes of April, 2006:

- In the Nominations Committee Report, the minutes state that the Nominations Committee report indicated that the by-laws state that “*the nominations committee chair must be the past-president as per our by-laws,*” but this has been changed.
- In the Website Committee Report, the minutes state that “*Sharon [Ratiner] has offered to take on the project of seeing to it that the members only section of our website is updated.*” It should have stated that Mindy Newhouse offered to work on the project, not Sharon Ratiner.
- Under New Business- Projector Purchase- The minutes state that: *Mindy [to] be responsible for it until ASHA.* It should have stated that Mindy Newhouse will be responsible for the projector until further notice.

President’s Report- Janet Krebs:

- Janet Krebs reports that the website changes have been very smooth and that the website looks very professional now. The change of the listserve to “Yahoo Groups” was a good decision and that things are going well. Nadine Lord has been doing an excellent job.
- The AAPPSPA Board met with ASHA leaders for over one hour today regarding the concerns of AAPSPA members. Janet reported that they (ASHA leaders) were very receptive to the information from AAPPSPA that was shared.
- Janet recognized Mindy Newhouse for all her continued assistance as Past-President.

- Janet thanked Denise Dougherty for all her hard work in producing the conference brochure in time to have it ready for ASHA.

Vice-President's Report- Beverly Ray

No Report-

Secretary's Report- Charlene Westman:

- Archiving Project- Charlene currently has 2 3-ring binders and a box of documents that are all of the archives from AAPPSPA. It was decided that the archives should be stored digitally. Given the amount of records that need to be archived, Janet Krebs has agreed to take responsibility for this task.

Treasurer's Report- Mindy Newhouse:

- Mindy is forwarding all of the records and files to Pat Gill. We will need to change the signers on the bank account. This will require a resolution in the minutes reflecting the change of offices. Mindy's office (Mindy and Lorraine) have served as Treasurer's for the past 4 years. The books have been organized and explained.
- Mindy Newhouse moved that the new signers of the Portage Bank account will be Pat Gill and Janet Krebs, replacing Mindy Newhouse and Lorraine Priceman. Rebecca Laskin Seconds the motion, and it passes.
- Proposed Budget- Mindy presented the April 2007- April 2008 Budget. The budget is passed with the inclusion of a \$600 line item expense to pay for archiving the APPSPA historical documents. The budget is attached to this document.

ASHA Liaison's Report- Denise Dougherty:

Denise reported on a meeting of ASHA's Health Care Economics Committee (HCEC) Meeting that was held on 11/16/2006. She reports the following general topics. Please refer to Denise's full report attached to the end of this document.

- Denise reports that CMS has notified the HCEC that they were willing to discuss using work value codes rather than practice value. This will need the support of head/neck surgeons.

- The AMA has asked for assistance to write educational piece for coders. The HCEC is looking for input on topic priorities.
- ICD-9 codes- There were various discussions of coding and why it is difficult to get new codes accepted. Please refer to the committee report for more information.
- There is a consolidation going on for fiscal intermediaries. Highmark may be swallowed up by another system. Downgrading from 40+ to less than 20 FI's.
- ASHA staff focus group: discussing benefits of having slp services in health plans Working on one company at a time – employer vs. health insurance company. Will begin working on federal employee insurance plans.
- Fee schedule for 2007 reflects cuts, however, There is an additional increase which brings total decrease to anywhere from 8 to 10%
- Therapy cap kicks in again on Jan 1

Program Chair 2007 Report- Denise Dougherty:

Denise reports on the Spring Conference Program. ASHA may have a representative to discuss ASHA issues that pertain to private practice.

Booth/Exhibit Committee Report- Janet for Ken Anderson:

Ken's written report states that the cost of having a booth and exhibit at ASHA this year totaled 1217.78. See breakdown of costs in full report at the end of this document.

By-Laws Committee Report- Barbara Samuels:

Since there has been some question as to whether ASHA membership is required in order to be a "member" of the Academy, the following is quoted from ARTICLE VIII, Section 4. (4) b. "Holds the Certificate of Clinical Competence by the American Speech-Language-Hearing Association and/or appropriate state licensure."

Continuing Education Committee Report- Janet Krebs for Fran Smith:

2007 Conference CEU's are being prepared. Fran has arranged for AAPPSPA to sponsor the CEU's for a workshop at Georgia Hospital

Exhibit Staffing Report- Denise Middleton:

There were many volunteers to staff the exhibit at ASHA. Most of the time slots had two volunteers there. Everything went well.

Fundraising/Marketing/Vendors- Pat Gill: Pat reported that at our Spring Conference in San Francisco we had a "Vendor Fair" where 6 vendors set up displays and many more offered free giveaways as promotional items. Conference attendees as well as vendors

found this to be worthwhile, so we will be repeating the “Vendor Fair” at the next Annual Conference. Pat is currently collecting Vendors for the Spring Conference- Raffle items, freebies, etc.

Honors Committee- Barbara Samuels: Nothing to report at this time.

Nominations Committee- Mindy Newhouse: There will be two vacancies on the board- Janet Krebs and Mindy Newhouse. Table nominations of board members and will be completed via email. The nominations committee suggested that we have a president-elect position.

Membership Committee- Janet Krebs for Renee Matlock: AAPPSPA currently has 203 members. There is an apparent discrepancy between this number and what is posted on the website, so there will be an audit of the actual number of members next week.

Parliamentarian- Barbara Samuels: Available to help as needed

Program Logistics 2007 Laurie Botstein: (location arrangements, food), A/V, ‘other’: need volunteers

Publicity Committee- Janet Krebs for Anita Werner:

- A news release was sent to ADVANCE magazine about the Spring AAPPSPA Conference and this resulted in a very nice article in Advance Magazine.
- An article was written for the very popular and active website “speechpathology.com” that described AAPPSPA and it’s benefits for members. They were very supportive with this article and it was published this summer as well.

Time and Place 2008- Janet Krebs: need volunteers to help Beverly Ray- San Antonio, TX

Website- Janet Krebs for Sharon Ratiner- There was a general discussion regarding netiquette and the need to decrease “Me too” type responses and/or personal responses to the group as a whole. Things have been going well. Sharon Ratiner has been monitoring the website and doing an excellent job.

Old Business

- Janet invited ASHA VIPS personally to our Spring Conference in Baltimore
- Janet requests that all board members be committee chairs. Consider a committee chair for ASHA events including the Open House, the exhibit scheduling, as well as the exhibit handouts.
- Vendors for Spring Conference-

New Business

- Minutes should be posted on the website- Send to Nadine cc: to Sharon Ratiner.

Meeting adjourned at 10:46pm

Respectfully Submitted,

Charlene A. Westman, Secretary

AAPPSPA Approved Budget- 11/17/2006

April 2007 – April 2008

INCOME

| | | |
|-------------------------|------------------------|-----------|
| New Member Applications | (30) | \$ 3,600 |
| Member Dues | (150) | \$15,000 |
| Checking Interest | | \$ 400 |
| Spring Conference | | \$20,000 |
| | Total Projected Income | \$ 39,000 |

EXPENSES

| | | |
|--|--------------------------|-----------------|
| ASHA Exhibit Booth | | \$ 1,000 |
| ASHA Open House | | \$ 2,500 |
| ASHA Board Meeting Dinner | | \$ 300 |
| CEUs | | \$ 400 |
| Credit Card Processing | | \$ 2,000 |
| Digital Archiving of Documents/Records | | \$ 600 |
| Honors Committee | | \$ 75 |
| Legal Services – Accounting | | \$ 200 |
| Legislative Watch Chair | | \$ 0 |
| Membership Chair | | \$ 100 |
| Postage, General | | \$ 100 |
| President | | \$ 100 |
| Secretary | | \$ 100 |
| Spring Board Meeting Dinner | | \$ 500 |
| Spring Conference | | \$20,000 |
| Spring Annual General Membership Meeting | | \$ 2,000 |
| Spring Evening Event/Party | | \$ 1,000 |
| Time and Place Committee | | \$ 50 |
| Treasurer | | \$ 100 |
| Website Chair | | \$ 0 |
| Website Host | | \$ 400 |
| <u>Website Support</u> | | <u>\$ 4,000</u> |
| | Total Projected Expenses | \$ 35,525 |

AAPPSPA Treasurer's Report

November 14, 2006

Submitted to Board of Directors

By Mindy Newhouse

On behalf of Pat Gill

I am happy to announce that the Treasurer's records, including the checkbook, is officially and finally being transferred to the very capable Pat Gill, AAPPSPA's current Treasurer. Quickbooks discs, checks, and documentation will be sent via Federal Express. In addition, a document with instructions for procedures, including processing credit cards, dues and new applications, and other details will also be sent.. Signature forms still need to be completed, as the Portage Bank requires many "official" documents. We need a resolution reflected in the minutes, on AAPPSPA letterhead and signed by the secretary, acknowledging the new signers on the account. Additional documents are also required. Signers' drivers license copy, SS#, home and work phone, business address, and title (eg Treasurer etc). I can continue to sign checks in the interim, as needed.

The reason this has taken extra time is because of the need to streamline the Treasurer's procedures before transferring it to the new Treasurer. I will meet with Pat Gill to explain the process. Thank you for your patience. I remain available to assist with this transition. My office manager (Julie Burkholder 805-497-7661), who has handled the bulk of the work during my and Lorraine Priceman's tenure as Treasurer over the past 4 ½ years is available as well.

All details and documents are available for audit if requested. Please recall that we had extra expenditures this past year (website and exhibit renovations). Although our checking balance is down from previous years, we have invested in our membership and it shows: We are at an all time high for paying members!

| AAPPSPA | Previous Fiscal Year | Fiscal Year to Date | |
|---|--|--|----------------------|
| November 15, 2006 | April 30, 2005 to April 30, 2006 | May 1, 2006 to November 15, 2006 | |
| INCOME | | | |
| New member Applications <i>may be \$ 100 or 120 / may waive \$20</i> | 7,100.00 | 2760.00 | 59/23 |
| Member Dues <i>may be 100 or 125/ late fees</i> | 12,520.00 | | 125 |
| Checking Interest | 319.15 | 171.04 | |
| Spring Conference 05 | 750.00 | | |
| Spring Conference 06 | 18,520.00 | | |
| Sponsorship Conf Spr 06 | 350.00 | | |
| Total | 39,559.15 | 2931.04 | |
| EXPENSES | | | |
| Administrative Support | 300.00 | | |
| ASHA Exhibit 05 | 787.25 | | |
| ASHA Open House 05 | 2,540.97 | | |
| ASHA Board Meeting 05 | 76.64 | | |
| Bank Charge | 25.50 | | deposit slips |
| CEU Fee | 400.00 | 400.00 | |
| Credit Card Processing | 1473.90 | 380.55 | |
| Equipment-LCD Projector | 1178.68 | | |
| Honors/Plaques 05, 06 postage-general | 167.09 100.00 | | 05, 06 |
| Stationary etc-Membership | 14.38 | | |
| Spring Conference 05 | 17,553.11 | | |
| Spring Board Meeting 06 | | 723.04 | |
| Spring Conference 06 | 11,024.40 | 7637.58 | |
| Spring 06 Annual Member mtg | - | 2000.00 | |
| Spring O6 evening event | - | 1240.00 | |
| Web Domain | 383.52 | | |
| Webmaster | 3,171.02 | 6454.20 | \$5K web redesign |
| Total | 39,196.46 | 18835.37 | |
| income | 39,559.15 | 2931.04 | |
| expenses | (39,196.46) | (18835.37) | |
| | 362.69 | (15904.33) | |

| | |
|--------------------------|-----------|
| balance as of 4/29/2005 | 41,912.73 |
| balance as of 4/29/2006 | 42,230.42 |
| CURRENT CHECKING BALANCE | 26,326.09 |

HCEC Meeting- Reported by Denise Dougherty

The 14th, HCEC received letter from CMS agreeing to consider possibility of looking at work value for codes rather than practice value. This effort needs support of head/neck surgeons, which is questionable. We have no codes that have work value codes – need to devise game plan for work value. There are two team codes undergoing surveys. In February, there is a meeting to discuss relative value scale.

AMA has asked for assistance to write educational piece for coders. HCEC has asked us to prioritize topics we think would be appropriate.

ICD-9 codes

There are four proposed dysphagia codes with differentiation.

- Oral dysphagia
- Oral pharyngeal dysphagia
- Pharyngeal dysphagia
- Two or more systems

Members of CMS argued that there are only two types of dysphagia – neuro vs. gastro related. We will not know until end of December on these codes

Location of codes in book is based on body systems. Codes should stay where they are in the book because there are numerous disciplines that use them.

ICD-9 codes are difficult to get – need to justify why a new code is needed.

Looking at hoarseness vs. resonance.

Where particular codes should be placed? Must be able to support. Developmental delay is an umbrella term. We need to document why we need a different code – why is it important to differentiate? Apraxia implies organic – what about oral motor planning issue?

Nancy/Neela will forward info on previous codes the committee has worked on for review. There is a crosswalk of codes – matching diagnosis with CPT codes – HCEC committee will share.

CPT codes prioritized:

- 1, group treatment of swallowing
2. neuromuscular re-education

Audiology has a head start of SLP – they already have a technical/work component where SLP does not. Audiology will be taking a big hit in the near future because of this. Audiology usually works with ENT and there is medical support.

Report writing 99080 – is a physician code, which we cannot use
ICD-9 codes for cleft needs reviewed.

What about CPT code for telehealth? Or do we do a modifier for current code? AMA has a study currently going on.

There is a consolidation going on for fiscal intermediaries. Highmark may be swallowed up by another system. Downgrading from 40+ to less than 20 FT's.

ASHA staff focus group: discussing benefits of having slp services in health plans

Working on one company at a time – employer vs. health insurance company

Employers need to know what is the return on investment for the company to add services in the plan.

Will begin working on federal employee insurance plans.

We do not have info to create cost calculator.

To add slp benefits to policy is almost 0\$ - .00016cents

Voice special division

Reimbursement survey

Cannot use 31575 – it is a physician code –

Fee schedule for 2007 reflects cuts

HOWEVER

There is an additional increase which brings total decrease to anywhere from 8 to 10%

BECAUSE of budget neutrality adjuster secondary to reduction in physician work values.

This **IS NOT** reflected in Medicare fee schedules.

CAP kicks in again on Jan 1

Three new transmittals

One discusses supervision requirements – this may add extra workload on supervisors because of documentation requirements.

American Academy of Private Practice
Speech Pathology and Audiology

2006 A.S.H.A. Convention- Miami Beach Exhibit

| | |
|--|-------------------|
| Cost of Exhibit- paid | <u>\$900.00</u> |
| 8 ft table extra out standing- Ken Anderson | <u>\$ 57.78</u> |
| Future Expenses | |
| - Expected Shipping Expenses | <u>\$100.00</u> |
| - Shipping receiving hotel & transport to convention center | <u>\$ 30.00</u> |
| - Shipping back to Indiana | <u>\$130.00</u> |
| - Other Expenses | <u> </u> |
| Final report to be provided | |
| Total Cost | <u>\$1217.78</u> |

Exhibit Times

| | | |
|-------------------------|------------------------|----------|
| Set up | Wed 15 th | 8am-6pm |
| Open in need of manning | Thurs 16 th | 10am-5pm |
| | Fri 17 th | 9am-5pm |
| | Sat 18 th | 9am-3pm |
| Take Down | Sat 18 th | 3pm-8pm |

| | |
|---------------------------------|-----------------|
| Savings by my shipping to hotel | |
| Advance shipment to workhouse | <u>\$124.00</u> |

**EXHIBIT STAFFING
COMMITTEE REPORT
October 30, 2006**

The committee was successful in recruiting 12 AAPPSPA members to staff the exhibit booth for the November 2006 ASHA conference in Miami. The final schedule is still being worked out at this time, however, I am confident that we will have plenty of the coverage for the 3 exhibit hall days.

Thanks to:

| | |
|----------------------------------|------------------|
| Mindy Newhouse | Deb Swain |
| Lorraine Priceman | Pat Gill |
| Brendan O. Webster | Janet Krebs |
| Rebecca Laskin | Charlene Westman |
| Barbara Samuels | Denise Middleton |
| Denise Dougherty (Lynne Lane) | Eileen Devaney |

Our goal is to have the booth staffed completely with at least one AAPPSPA representative at all times. All volunteers will encourage attendance to our Open House on Friday, November 17th.

It is my understanding that Ken Anderson will continue to be in charge of the set-up and take-down of the exhibit, though I have not spoken with him.

Respectfully submitted,

Denise Middleton, M.A., CCC
AAPPSPA Board Member
Chair, Exhibit Staffing

October 25, 2006

Committee Report: Marketing / Vendors
Submitted by: Pat J. Gill, M.S., CCC-SLP

At Spring Conference in San Francisco AAPPSPA organized our first annual Vendor's Fair. Vendor's were allowed to set up display tables for a 3 hour period of time during our AAPPSPA cocktail party. We had 6 Sponsors have displays set up at the Vendor Fair. One of the Vendor's who was not present, provided a Sponsorship Fee to AAPPSPA. Our Vendor's included:

Super Duper, Inc.,
TheraSimplicity,
Carry-Over Press,
3D Swallow,
TheraSource
The Practice Resource

Other companies and individuals contributed items for Give-aways at the Conference.

Abilitations
ASHA
C.I.T.
Carry-Over Press
Interactive Therapeutics
3D Swallow-Jeff Moulton
Lingui-Systems
Speech Pathology Treatment Planner
Speechpathology.com
Super Duper, Inc.
TheraSimplicity
TheraSource-Chris Almond
Vital Stim
The Practice Resource
AAPPSPA Members

It was very successful and the Vendor's felt it was worthwhile for them to attend. We will plan to arrange for a Vendor's Fair again at Spring Conference.

ASHA 2006
Miami, Florida
AAPPSPA Board Report
November 13, 2006

Nominations Committee Report

The current Board of Directors includes the following, including date of term ending:

Laurie Botstein
Denise Dougherty
Pat Gill
Rose Godfrey
Claudia Goswitz
Janet Krebs
Rebecca Laskin
Sue McLean
Mindy Newhouse
Beverly Ray
Charlene Westman
Anita Werner

The following people will leave vacancies on the Board of Directors, as they have completed their second consecutive term on the board. We thank them for their service and commitment.

Janet Krebs
Mindy Newhouse

This leaves 2 vacancies for whom the following is offered for consideration for nomination to the Board of Directors:

Deb Swain
Ally Weinstein
Eileen Deveney

Additional nominations are welcomed.

The following Executive Board is offered to continue 2007-2008.

President: Janet Krebs
Vice President: Beverly Ray
Secretary: Charlene Westman
Treasurer: Pat Gill

Submitted by,

Mindy Newhouse, M.S., CCC/SLP
Immediate Past President, AAPPSPA
Nominations Committee Chair

November 13, 2006

To: AAPPSPA Board

From: Renee Matlock
Membership Chair

Re: Committee Report

1. Current membership: 203

- Life: 30
- Full: 155
- Affiliate: 15
- Unknown: 3

2. New members:

- 5/1/04 to 12/31/04: 20
- 1/1/05 to 12/31/05: 45
- 1/1/06 to present: 42

2006 Members Referred by:

| | |
|-----------------------------|----|
| AAPPSPA mailing/website | 4 |
| Advance Magazine: | 2 |
| ASHA Convention | 4 |
| ASHA Website: | 7 |
| Colleague, unnamed: | 9 |
| CSHA Conference | 1 |
| Internet Search: | 13 |
| Tools for Learning listserv | 2 |

3. Pending applications (payment): 4

4. A discrepancy exists between the number of current members listed on the website versus Membership Committee's figure. This will be audited in the next week.

5. Functions of the Membership Chair are as follows:

- Process new member applications (completed upon payment notification from the Treasurer's office)
- Welcome new members to AAPPSPA via email
- Send welcome letter and membership certificate to new members
- Follow up on membership inquiries, via phone or email
- Maintain current membership data

November 1, 2006

To: Janet Krebs, M.S.,CCC-SLP
AAPPSPA President

From: Anita Werner, M.S.,CCC-SLP
AAPPSPA Publicity Chairperson

RE: Publicity Report

The period of time between the AAPPSPA Spring Institute/Conference and ASHA Convention is typically quiet in regards to publicity.

A news release was sent to ADVANCE Magazine about the Spring AAPPSPA Conference and this resulted in a very nice article in ADVANCE Magazine.

An article was written for the very popular and active website "*speechpathology.com*" that described AAPPSPA and it's benefits for members. They were very supportive with this article and it was published this summer as well.

Respectfully submitted;

Anita Werner, M.S.,CCC-SLP
Publicity Chairperson
AAPPSPA